

Northeast Wisconsin Technical College District

*Board of Trustees Meeting
Minutes*

September 16, 2020

12:00 p.m.

***WebEx Meeting Originating from the NWTC North Coast Training Facility
1428 Main Street, Marinette, Wisconsin.***

To access the Board meeting via WebEx: www.nwtc.edu/board

Click on the Icon at the Top of the Board Page

The Board Chairperson called the September 16, 2020 NWTC Board of Trustees meeting to order and requested that roll call be taken at this time.

Present: Cathy Dworak, Carla Hedtke, Dave Mayer, Dorothy Sadowski, Kim Schanock, Richard Stadelman, Ben Villarruel, Gerald Worrick

Excused: Jeff Rickaby

Also Present: Jeff Rafn, Mary Jo Tilot, Bob Mathews, Aliesha Crowe, Colleen Simpson, Lisa Maas, Mohammed Bey, Dan Mincheff, Kathryn Crowe, Kathryn Rogalski, Aliesha Crowe, Chet Lamers, lance Kelley, Marcus Perez, Jonathan Tipler, Meridith Jaeger, Anne Kamps, Teri Brown, Michele Wiborg (PMA)

Open Forum, Introduction of Guests, and Acknowledgements

The Chairperson asked for the introduction of any guests present at this time and invited public comment. No one came forward at this time.

Student Senate

No report was provided at this time.

Mission Moment

Staff shared a "Mission Moment" video with the Board at this time.

Action Items (Roll Call Vote)

Bills

Bills Covering the Period of August 1-31, 2020 \$1,675,599.77

Detailed copies of the current disbursements for fiscal year 2021 for the month of August were forwarded to the Board Treasurer for review and recommendation to the Board for payment. Additional listings of the bills were available in the District Office for review by any interested person.

Richard Stadelman moved that the Board approve the August 2020 bills as presented.

Motion seconded by Carla Hedtke.

Motion carried, with all voting "Aye" on roll call.

Resolution Awarding the Sale of \$4,300,000 General Obligation Promissory Notes;
Providing the Form of the
Notes; and Levying a Tax in Connection Therewith

At its meeting on July 13, 2020, the Board authorized the borrowing of \$4,300,000 for FY 2021 capital budget needs (\$2,800,000 for moveable equipment, \$1,100,000 for building improvement and \$400,000 for site improvements). A draft resolution providing for the sale of General Obligation Promissory Notes in the amount of \$4,300,000, and specifying the amount of the tax heretofore levied, has been prepared by Bond Counsel and was attached as Board Exhibit 1. PMA Financial Network, Inc. solicited competitive bids for the issue and presented the bid tabulation and the winning bid for the sale of the notes at the meeting on September 16, 2020.

Gerald Worrick moved the Board adopt the resolution authorizing the sale of \$4,300,000 General Obligation Promissory Notes; providing the form of the notes; and levying a tax in connection therewith.

Motion seconded by Cathy Dworak.

- The bid was awarded to Robert W. Baird at an interest rate of 0.79%.

Motion carried, with all voting “Aye” on roll call.

Building Lease

The leasing of the College building at 2545 Larsen Road was discussed with the Board during their closed session meeting held on August 19, 2020.

Gerald Worrick moved that the Board authorize the lease of the building located at 2545 Larsen Road to Alwin Manufacturing as discussed.

Motion seconded by Richard Stadelman.

Motion carried, with all voting “Aye” on roll call.

College Land Acknowledgement Statement

Marcus Perez, Director of Talent Strategy, and Lance Kelley, Sociology Instructor presented the proposed Land Acknowledgement Statement to the Board.

Kim Schanock moved that the Board approve the Land Acknowledgement Statement as presented.

Motion seconded by Dorothy Stadelman.

- Future plan is to share this statement with the Oneida and Menominee Nations.

Gerald Worrick moved to amend the motion to approve the Statement pending the Tribal Nations review and comment of the proposed language.

Motion seconded by Richard Stadelman.

Following further discussion, Richard Stadelman withdrew his second to the amendment to support the original motion.

Motion carried, with all voting “Aye” on roll call.

Consent Agenda Items:

Minutes

The minutes of the August 19, 2020 Board meeting were sent to Board members prior to the September 16, 2020 Board meeting. It was recommended that Board approval be given for the August 19, 2020 Board meeting minutes as presented.

Three-Year Facilities Plan

Per WTCS requirements and statute, all WTCS districts must provide an approved three-year comprehensive Facilities Plan, which is included with the board packets, on an annual basis. It was recommended that the Board approve the plan and its submission to the WTCS State Board.

IT-Data Specialist Associate Degree Program Approval

IT-Data Specialist is in the top 10 in-demand jobs according to Microsoft who utilized the job postings data from LinkedIn. As more businesses are connecting their machines with their ERPs the businesses need to make more intentional decisions. As part of Industry 4.0 manufacturing, marketing, and financial areas, businesses are looking for people who can gather, analyze and interpret patterns and trends, and provide visualizations of the data to the right person who can make informed decisions. Businesses are looking at machine monitoring, safety wearables, providing proactive customer service, and staying fiscally viable. All of this comes with big data that needs to be analyzed to guide business decisions.

The starting wage is \$34,500 for IT-Data Specialist according to Glassdoor with opportunities for advancement within companies. This degree can ladder into bachelor's degrees in Data Analytics, Predictive Analytics, Risk Management, Statistical Analysis, Advanced Reporting, and Data Science. This program is expected to begin in Fall 2021.

It was recommended that the Board approve the IT-Data Specialist associate degree and authorize its submission to the WTCS State Board for approval.

Corporate Training & Economic Development (Contracts for Service)

Under the provisions of State Statutes 38.14 (3) and State Administrative Code WTCS 8, the District Board may enter into contracts to provide instructional or non-instructional services to public institutions, local governmental bodies, private institutions, industries, and businesses. District Board policy E240 delegates the authority to initiate a contract to the President, with the proviso that the contract is subject to retroactive approval by the Board. A report of fiscal year 2020 contracts pending Board approval was attached as Board Exhibit 2.

This report includes not only the in-district contracts but also the out-of-district and the out-of-state contracts. State Board Contract for Service Policy requires that the District Board receive a report at least quarterly on contracts entered into for which less than full cost is being charged. We have elected to provide the Board with this report on a monthly basis. This report uses a state formula in which the state annually calculates a percentage for indirect expenses (33.42% for on-campus and 27.08% for off-campus) such as administration, facilities, utilities, information systems, registration, counselors, insurance, etc., associated with a contract to determine full costs. The hourly rate of \$167.00 per hour along with the ability to project price was recommended by the department and approved by the Board. The intent is to recover the direct and indirect costs of delivering the services. Copies of the contracts were available for review by any interested person.

It was recommended that the Board approve the contracts for services identified in Board Exhibit 2.

Dorothy Sadowski moved that the Board approve the consent agenda items as follows: The minutes of the August 19, 2020 Board meeting; the approval of the three-year Facilities Plan and its submission to the WTCS State Board; the IT-Data Specialist associate degree and authorize its submission to the WTCS State Board for approval; and the contracts for services identified in Board Exhibit 2.

Motion seconded by Richard Stadelman.

Motion carried, with all voting “Aye” on voice vote.

Reports

Board Member Professional Development Updates

Board members had an opportunity to report out on any professional development activities and/or conferences they have attended since the last Board meeting. Carla Hedtke reported on Boards’ Association Planning meeting.

Board EduByte – HLC Update

Anne Kamps, Dean of Learning Solutions, and Terri Brown, Business Management Instructor provided an update on the upcoming HLC Accreditation Visit scheduled for November 9 and 10, 2020.

President’s Report

Enrollment Activity –

- First 8-week session is almost over, and we are starting on the 2nd 8-week session. Still running about 7% behind where we were at this time last year,

Legislative and Regulatory Issues (state & federal) –

- No updates

8-Week Advantage –

- Preliminary evaluation is indicating positive results but too early to tell. Anecdotal information seems to be very positive regarding the success of students in the 8-Week Advantage model.

COVID-19 Update –

- Constantly looking at and reviewing information regarding COVID as staff received it from the CDC. Staff are pretty well stressed at this time. Some want more information than we are allowed to provide them. We have a system whereby faculty can flag students who are showing symptoms, those that have tested and are awaiting results, and those that have been in close contact with someone who had COVID. We are tightening up our requirements. Staff are no longer able to wear shields. All must wear masks.

Current Events –

- No updates

Next Board Meeting

The October 14, 2020 Board Meeting will be held via WebEx originating from the NWTC-Green Bay Campus, 2740 West Mason Street, Green Bay, WI 54303.

Board members and administration will have an opportunity to identify items that weren't identified prior to the preparation of the agenda for referral to administration or placed on a future board agenda.

Adjournment

Cathy Dworak moved that the September 16, 2020 Board meeting be adjourned (1:41 pm.).

Motion seconded by Dorothy Sadowski.

Motion carried, with all voting "Aye" on voice vote.

Tour of Marinette Marine

At this time the Board conducted an award presentation to Jan Allman, CEO and toured the Marinette Marine facility.

A handwritten signature in black ink, appearing to read "G. Worrick", written over a horizontal line.

Gerald Worrick, Board Secretary

October 14, 2020